



Project Advisory Team (PAT) Meeting Minutes

Lamar High School

MEETING NO.: 008

LOCATION: Lamar High School

DATE / TIME: August 07, 2014 5:00pm

ATTENDEES: Dr. James McSwain, HISD – Lamar HS Principal; David Funk, HISD – Facility Planning; Clay Clayton, HISD - Facility Planning; Marvin Stone, HISD/Heery – Program Management; Brad Weber, Lamar HS Business Manager; Simon Chardey, Lamar HS Teacher; Valerie Poerschke, Lamar HS Teacher; Frank Kelly, Lamar Alumni; Susan Boyd, Lamar HS Secretary; Holly Gibson, Lamar HS Assist. Principal; Robin Bissell, Lamar HS Teacher; Edlyn Pursell, PTO; David Munoz, Lamar HS Teacher; Chris Fields, Program Director; Joseph David, Lamar HS Teacher; Patrick Glenn, Perkins+Will – Design Architects; Daniel Day, Perkins+Will – Design Architects; Matt Davis, Perkins+Will – Design Architects; Ryan Roettker, Perkins+Will – Design Architects; Catherine Dalton, Perkins+Will – Design Architects

PURPOSE: The purpose of this meeting is to review current state of the Schematic Design.

AGENDA ITEMS:

- Provide an update on the current status of the project
- Review the progress of the Schematic Design
- What to expect at the next Project Advisory Team meeting

NOTES:

Discussion

1. Project Update
 - a. Mr. Marvin Stone, HISD Project Manager opened the meeting and updated the PAT on the current status of the project. He explained the project is currently progressing through the Schematic Design Phase.
2. General Overview – Mr. Patrick Glenn and the Perkins + Will (P+W) design team reviewed the design progress of the proposed new facility. The presentation consisted of a walk-through of the floor plans and architectural model; level by level. Areas reviewed included the parking garage, athletic facilities, and learning neighborhood spaces and support areas. Some of the comments included:
 - a. Ramp access for emergency purposes is needed for handicapped students from the life skills area in the existing building to the first level of the new building.

- b. The College Corner shown on the 2nd level should be in a prominent, visible location, and accessible from the student union area. The location near the grand stairway where the Registrar is currently shown might be a good location. P+W is to review.
- c. The Inactive Records space can be located in a remote location, such as in the parking garage. There is no need to co-locate inactive records with the Registrar.
- d. The bank, coffee shop, and the school store located on the north end, 1st floor level of the new building, should be able to operate after hours independently. Access directly from the exterior is preferred by the Lamar PAT as opposed to an enclosed conditioned space. However, a conditioned corridor access is required to the other side of these spaces for use during regular school hours.
- e. Dr. James McSwain, Principal noted that the pedestrian walk-through on the first level, which is currently shown on the schematic design drawings as open to the elements, and allows access from the drop-off area on the east side of the new building to the west side of the new building and play fields, should be enclosed to provide additional waiting and collaboration space for students.
- f. Kitchen deliveries and trash removal can be done from the drop-off area on the east side, provided that these activities are appropriately screened from the parking area by architectural means. Trash can be staged on the first level and moved to the dumpsters on the south side of the building using golf carts or similar vehicles.
- g. Two trash dumpsters and two recycling dumpsters are to be located at the south end of the new building. One of each type of dumpster may also be located at the west side of the existing building, adjacent to the performing arts addition. P+W requested clarification on the type of trucks that would come to pick up trash and recycling to account for overhead clearance required.
- h. Dr. McSwain advised the medium learning centers at each neighborhood are meant to function more as seminar rooms accommodating approximately 15 students. Some sort of conference table in these spaces is preferred by the Lamar PAT. Dr. McSwain stated that these spaces can be smaller than currently shown. The Educational Specifications call for these spaces to be 850 square feet.
- i. Each co-hort project area, which is the larger central space at each neighborhood, should be able to accommodate all 200 students in each neighborhood.
- j. The Lamar PAT noted that the more casual seating area should be located closer to the main entrances to the neighborhoods. It was also noted that casual seating does not count towards the accommodation of 200 students within the cohort project area.
- k. The public does not have access to the tennis courts currently shown on top of the parking garage; these are for school use only. Elevator access to the tennis courts needs to be from the elevators within the athletic lobby, not the elevators in the parking garage.
- l. Space needs to be allocated for large pickup truck, trailer, and small tractor parking in the garage.
- m. The custodial staff needs to have access to the service elevators along with the food service staff.

What to Expect At the Next Meeting:

- 1. Review updated floor plans
- 2. Review exterior elevations/renderings

NEXT PAT MEETING: TBD

Please review the meeting minutes and submit any changes or corrections to Marvin Stone. After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Marvin Stone III
Construction & Facility Services, Project Management
HISD – Construction & Facility Services
3200 Center Street, Houston, TX 77007
Phone: (713) 556-9265
Email: mstone@houstonisd.org